



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

July 23, 2014

Brenda VanCamp  
2 Calvin Ct  
Davenport, IA 52804

Dear Brenda VanCamp,

This letter is in regards to the 7/21/14 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.  
***Need to post plans at 2 doors, non-smoking signs on basement and patio,***

☐ 110.5(1)j Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits.  
***Need to post primary and secondary exits***

☐ 110.5(1)j The plans shall clearly map building evacuation routes in case of fire, a safe place indoors in case of tornado, and flood shelter areas.  
***Post on basement and patio***

☐ 110.5(1)o Nonsmoking signs posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone # for reporting complaints, and [www.iowasmokefreeair.gov](http://www.iowasmokefreeair.gov).  
***Need two more signs- basement and patio- CCRR is sending no smoking signs***

☐ 110.5(8) Children's Files

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.  
***L.G, S.G***

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.  
***L.G, S.G***

☐ 110.9(1) SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "B"

☐ 110.9(3) Facility requirements

☐ 110.9(3)c If the second story or basement are used for childcare, other than the use of a restroom, there is, in addition to one inside stairway, at least one direct exit to the outside.

***Garage exit- door goes to garage; walk length of garage and exit through garage door- no egress window- discussed possibly moving to Category A. Email correspondence with Brenda on 7/21/2014 explaining this further.***

Recommendation

Kathy recommends that you rewrite your health related emergencies- sent examples

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 9/8/14.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur before and after 9/8/14.

Please do not hesitate to contact me at DHS at 563-326-8215 if you have any questions regarding this letter.

Sincerely,

Kathy Huinker  
Social Worker II

***MACHELLE PERLEY***  
Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://www.dhs.state.ia.us/Consumers/Child\\_Care/Professional\\_Development.html](http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html) and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).